



Minutes of the Events Committee Meeting

Tuesday 19th September at 2.00 pm held at Wickersley Community Centre

Members : (Acting Chair) Cllrs C Grimes, P Beighton, B McNeely, J Robinson, E Boswell

In attendance: Cllrs C Grimes, P Beighton, B McNeely, J Robinson

In attendance: J Whitworth (Assistant Clerk)

The Chair welcomed all the attendees.

224 To receive apologies for absence

Apologies were received from Cllr Boswell

225 To approve minutes of last meeting held on 16th May 2023

The minutes were agreed and signed.

226 To resolve if members of the press and public are to be excluded from any agenda items of the meeting due to the nature of the business to be transacted. Under the Public Bodies (Admission to Meetings) Act 1960, S1 (2)

There are no matters to be excluded.

227 To discuss Terms of Reference

These were discussed and agreed.

Signed :

A handwritten signature in blue ink, appearing to read 'Christime Grimes'.

Councillor Christime Grimes

dated : 17/10/2023

228 To note any matters arising from the meeting of 16th May 2023

Item 222 -The Gaslamp – it was confirmed that no meeting had taken place with the Gaslamp, this was due to holidays and availability.

229 To receive a financial update

The finances weren't available – these will be provided as soon as they are available.

Action : Assistant Clerk to forward the finances to the Events Committee

230 To discuss the Christmas lights switch on event taking place on 18th November 2023

Progress was discussed. The Christmas tree has been ordered with RMBC. The lighting contractor has been booked, MP Electricals who is the same on as last year. The licensing applications have all been sent and first aid, road closure operative and event marshalls have all been booked. The Fire Service, Police and Ambulance Service have all been notified. The Catholic Church has been contacted to see if we are able to use their car park and the Cricket Club have confirmed that we can use their power for the lights. The Methodist Church have been emailed but no response has yet been received, it was suggested to invite them to the next meeting and Assistant Clerk will send a further email to them. Father Christmas has been arranged. The neighbour notifications need to be done. The fair have asked if they can bring 2 rides, hook a duck and a food stall, it was agreed as long as there is space, Assistant Clerk to speak to the caretaker regarding this. Stalls are being filled, this needs confirming. RMBC have been emailed and asked about providing rubbish bins. The lost children policy, risk assessment and insurance certificate are in the Christmas event file. It was decided to not provide any light tokens this year. Volunteer packs/staffing needs to be arranged, Assistant Clerk to prepare a list of the various tasks and timings and to provide this to the Clerk for the next Parish meeting. It was asked whether the lady who ran the refreshments in the community centre last year to see if she wishes to do the tea/coffee again this year, Assistant Clerk to contact her to ask. Cllr Beighton has a neighbour who has a tea/coffee/food trailer, it was agreed to let them have a stall, Assistant Clerk to contact them, it was agreed to also to ask the hog roast who attended last year if they would like to attend. It was agreed to have a storyteller for the Library, this was very successful last year. Assistant Clerk is to also contact the Doctors surgery to ask if we could use their car park. Assistant Clerk to also speak to W Italian to see what they have planned. Assistant Clerk to see if any of the Youngstars Group want to dress up again as this went down well last year. Assistant Clerk to also speak to the Rotherham Hospital Foundation Trust as they asked if we would like to have Dr Ted attend, this is to ask in what capacity, are they going to be collecting ? Assistant Clerk to check if the Chair of the Parish Council would like to open the

Signed : 

Councillor Christime Grimes

dated : 17/10/2023

event. Assistant Clerk to ask the local schools to choose 1 child per school to switch on the lights. It was decided to have a tree at the Tanyard as children did put decorations on this in previous years.

Action : Assistant Clerk to do the following, send further emails to the Catholic Church, to contact the Methodist Church to invite them to the next meeting. To arrange for the neighbour notifications to be sent and to speak to W Italian to see what they are planning for the event. To contact the lady who ran the community centre refreshments to see if she would like to do the refreshments, to also speak to Caretaker to ask about space for the fair. To contact Cllr Beighton's contact regarding a refreshments trailer. To liaise with the Library and if they agree to open see if the storyteller can attend. To contact the Doctors surgery to see if we can use their car park, to ask Youngstars if they would like to dress up in the Christmas outfits. To speak to the Rotherham Hospital Foundation Trust to see in what capacity will Dr Ted will be attending. To check whether the Chair of the Parish Council would like to open the event. To contact the 2 local primary schools to see if they had a pupil each to switch the lights on. To arrange for a tree for the Tanyard. To prepare a list of tasks required throughout the day and to inform the Clerk so this can be put onto the agenda for full Parish Council agenda

231 To discuss Remembrance Day

This is something that needs to go to the next full council meeting to ask who would be laying the wreath and who would be doing the reading. The wreath needs to be ordered and the road closure needs to be arranged.

Action : Assistant Clerk to liaise with the Clerk to ensure this item is put onto the full Parish Council agenda.

Date of next meeting 17th October 2023

Signed : 

Councillor Christime Grimes

dated : 17/10/2023

